

**DEPARTMENT OF WORKFORCE
DEVELOPMENT**

Secretary Roberta Gassman
201 East Washington Avenue
P.O. Box 7946
Madison, WI 53707-7946
Telephone: (608) 266-7552
FAX: (608) 266-1784
www.dwd.state.wi.us



**State of Wisconsin
Governor Jim Doyle**

**DEPARTMENT OF HEALTH AND
FAMILY SERVICES**

Secretary Helene Nelson
1 West Wilson Street
P.O. Box 7850
Madison, WI 53707-7850
Telephone: (608) 266-9622
FAX: (608) 266-7882
www.dhfs.wisconsin.gov

**TO: Economic Support Supervisors
Economic Support Lead Workers
Training Staff
Child Care Coordinators
W-2 Agencies
Workforce Development Boards
Job Center Leads and Managers**

**FROM: Amy Mendel-Clemens
Communications Section
Bureau of Health Care Eligibility**

BHCE/BWP OPERATIONS MEMO

No: 04-11

DATE: 03/10/2004

FS	<input type="checkbox"/>	MA	<input type="checkbox"/>	SC	<input type="checkbox"/>
CTS	<input type="checkbox"/>	CC	<input checked="" type="checkbox"/>	W-2	<input checked="" type="checkbox"/>
FSET	<input type="checkbox"/>	EA	<input type="checkbox"/>	CF	<input type="checkbox"/>
JAL	<input checked="" type="checkbox"/>	JC	<input type="checkbox"/>	RAP	<input type="checkbox"/>
WIA	<input type="checkbox"/>	WtW	<input type="checkbox"/>		
Other	EP	<input type="checkbox"/>			

PRIORITY: HIGH

**SUBJECT: 2004 FEDERAL POVERTY LEVEL CHANGES -
WISCONSIN WORKS (W-2) AND WISCONSIN SHARES (CHILD CARE SUBSIDY)**

CROSS REFERENCE

[Child Day Care Manual](#)

[W-2 Manual](#)

[DHHS Poverty Guidelines on-line for 2004](#)

EFFECTIVE DATE: April 1, 2004

PURPOSE

This memo:

1. Alerts you to changes in the 2004 Federal Poverty Level (FPL). This affects Wisconsin Works (W-2) cash assistance and Wisconsin Shares (Child Care subsidy program).
2. Provides information on the impact on the Child Care subsidy for applicants and recipients.
3. Includes the revised FPL table.

BACKGROUND

Each year the federal government adjusts the FPLs. As a result of the annual changes, income limits for W-2 cash assistance, child care eligibility and the income ranges that are used to determine the family co-payment for child care authorizations change.

POLICY**2004 Federal Poverty Levels**

Group Size	Annual Amounts 100%	Monthly 100% FPL	Monthly 115% FPL	Monthly 200% FPL	Group Size	Annual Amounts 100%	Monthly 100% FPL	Monthly 115% FPL	Monthly 200% FPL
1	\$9,310	\$776	\$892	\$1,552	6	\$25,210	2,101	\$2,416	\$4,202
2	\$12,490	\$1,041	\$1,197	\$2,082	7	\$28,390	2,366	\$2,721	\$4,732
3	\$15,670	\$1,306	\$1,502	\$2,612	8	\$31,570	2,631	\$3,025	\$5,262
4	\$18,850	\$1,571	\$1,806	\$3,142	9	\$34,750	2,896	\$3,330	\$5,792
5	\$22,030	\$1,836	\$2,111	\$3,672	10	\$37,930	3,161	\$3,635	\$6,322
					Each Added Person	\$3,180	\$265	\$305	\$530

WISCONSIN WORKS

The effective date for the income limits for W-2 cash assistance (115% FPL) is April 1, 2004.

CHILD CARE

The new 2004 Child Care Co-Pay Schedule is available on the internet at:
<http://www.dwd.state.wi.us/dws/programs/childcare/wishares/pdf/cc2004fpl.pdf>

The effective date of the new income limits established in this memo for all new Child Care subsidy applicants is April 1, 2004. Applications entered in CARES after the March 7, 2004 mass change will use these new FPL income limits in CARES table TCCS for April 1, 2004.

All ongoing child care cases, including those that are closing March 31, 2004, in the CARES system will be run in the annual mass change for eligibility March 7, 2004. All Child Care cases will have their income updated to a new 2004 FPL percentage. Cases that are closing March 31, 2004, for excess income may remain eligible for child care as a result of the 2004 FPL changes.

Child Care authorizations will also go through a mass change on the weekend of March 27, 2004, that will split all authorizations and recalculate the family co-pay using the new income ranges as displayed in table TCFP and the new co-pays as displayed on table TCCP.

CHILD CARE AUTHORIZATIONS

All current and future authorizations that are created in the child care payment system as of March 27, 2004, will be included in the child care authorization mass change. All authorizations with an end date after March 27 will be split with the new authorization beginning March 28 or April 11. If family income has not changed since the current authorizations were created the new, increased FPL income ranges may decrease the family co-pay or not change the family co-pay at all. However, even if the co-pay does not change and the provider payment does not change, the authorization will split and notices will be generated. If the mass change reduces the family co pay, therefore increasing the provider payment, the begin date of the new authorizations will be March 28.

Some authorizations will begin April 11 because the provider payment will decrease as a result of the mass change. This can happen because the new authorizations will use the most current family income for March, as well as the number of children in care and the type of care chosen by the family to determine the family co-pay. Income changes in CARES that have not been reflected in current authorizations will be reflected in the new authorizations created by the mass change. So, it is possible that the co-pay will increase due to income changes in spite of the FPL changes. When this happens the begin date of the new authorization will be April 11, 2004. Notices will be generated to reflect the decreased payment to the provider also.

Also, all authorizations that are created after March 27, 2004, with a begin date of March 28 or later will use the new income ranges to determine the family co-pay. However, if the begin date of authorizations created after the mass change is March 21 or earlier, the retro authorization will split. One authorization will use the 2003 FPL income ranges and co-payment amounts and end March 27 and the other authorization will begin March 28 and use the 2004 FPL income ranges and co-payment amounts.

FAMILY AND PROVIDER NOTICES

All child care cases will go through the eligibility mass change, but ongoing approval notices (AEAX) will not be generated for child care cases that were open in March. These notices are not generated because the eligibility status of the family has not changed.

Family authorization notices will be sent out to all families with children that have current and future authorizations because they will be included in the authorization mass change. This means that an authorization end notice and a new authorization notice will be generated for each family and mailed together on March 29.

Provider notices will be similar to the notices that were generated when the county maximum rates changed for 2004. This format lists all children who are authorized to that provider location. When there is no change in the provider payment rate an asterisk will appear next to the child's name. An explanation that the asterisk indicates no payment rate change will be displayed at the bottom of this notice. These notices to providers will not display on the provider's notice history (CNHS), instead they can be viewed as an EOS report. The report name and number is FPL Auth Mass Change Notice CC40 (displays each provider notice) and CC41 (lists providers who received the notice).

For a detailed Child Care Co-Payment Schedule for Licensed and Certified Care go to the Shares web site at

<http://www.dwd.state.wi.us/dws/programs/childcare/wishares/pdf/cc2004fpl.pdf>.

CARES

The CARES income limit tables (TWWS, TCCS), used to determine W-2 and child care eligibility, will be updated with an effective date of April 1, 2004. The child care income range table (TCFP) and the child care co-pay table (TCCP), used to determine the family co-pay for child care authorizations, will also be updated with an effective date of March 28, 2004.

For Child Care purposes, there was a mass change for child care eligibility on March 6, 2004, and will be a separate mass change for current and future authorizations in the child care payment system on March 27, 2004. Changes in the table for W-2 eligibility table, TWWS, were made the weekend of March 6th.

CONTACTS

BHCE CARES Information & Problem Resolution Center

★Program Categories – FS – Food Stamps, MA – Medicaid, SC – Senior Care, CTS – Caretaker Supplement, CC – Child Care, W-2 – Wisconsin Works, FSET – Food Stamp Employment and Training, CF – Children First, EA – Emergency Assistance, JAL – Job Access Loan, JC – Job Center Programs, RAP – Refugee Assistance Program, WtW – Welfare to Work, WIA – Workforce Investment Act, Other EP – Other Employment Programs.

DWD/DWS/BDS/KB